

**Minutes of the Regular Meeting**

**Lewistown Public Library**



**Lewistown Public Library  
Board of Trustees**

**Thursday, 5/12/2016  
2:05 PM – 3:30 PM  
Upstairs Meeting Room  
Lewistown Public Library**

**Lewistown Public Library's Mission Statement:**

**“The Lewistown Public Library provides free and equal access to quality materials and services, which fulfill the educational, informational, cultural, and recreational needs of the entire community.”**

**2:05 PM Call to order -- roll call** – Regular meeting of the Library Board of Trustees was called to order by Mary Frieze, Chairperson. Members present: Mary Frieze, Blanche Chapman, Bridget Tighe, Commissioner Patty Turk and Marie Anderson, Ex-Officio. Excused: Cathy Moser. Director: KellyAnne Terry. Public: Joyce Swanz.

**Appoint Recorder of Minutes:** Joyce Swanz

**Reading of the Mission Statement:** Marie Anderson

**Revisions to the Agenda:**

- None

**Comments for the Good of the Library:**

- Upstairs Meeting Room and patio is a nice place for a party.
- Blanche commented on how nice Nancy Sackett's blog was in Library Happenings

**Disposition of Minutes:**

- Blanche moved to accept the April 14, 2016 regular Board minutes. Patty seconded. The motion passed unanimously.

**Financial Reports:**

- Regular Library Financials presented and discussed.
- Have not yet received the County's contribution - they have been billed.
- Health Insurance will be going up for next budget year. Retirement will stay the same.
- Patty moved to approve the payment of claims for the month of April 2016 and Blanche seconded. Motion passed unanimously.

**Director's Report:**

- Director's Report accepted as presented and the report is attached.
- KellyAnne updated Trustee phone numbers and addresses and handed out new sheet.
- Reminder to bring in Silent Auction items for the Author Dinner and all tickets and money must be turned in by Friday. Discussion ensued on Author Dinner day logistics.
- Library to sell copies of *Astoria* for profit - Peter Stark will sign
- Library Staff working on Summer Reading Program Planning - logs, prizes and programs. Some activities will be out of the Library. Starts June 7 and runs until August 6. One week will be about National Parks and a speaker is being brought in. Music program for everyone in July.
- Montana Shakes! attendance was down a little from past years, however there were more children than before.
- Building Maintenance: Library wall leaking in Non-Fiction from the snow melting. Will have to be addressed by a contractor.
- Flat Screen TVs proposed by Dani and LaVonne in Youth and Upstairs for presentations. Project will be paid for by Friends of the Library.

### **Statistical Report and Communications:**

- April saw less people in the library but a higher circulation.
- Summer Reading Program Sponsors to date: First Bank, Kiwanis, FOL, JayCees

### **Communications:**

#### **Friends of the Library:**

- Presented by Marie Anderson
- Friends May Sale - \$560.00
- Increased contribution to SRP - \$1000
- Ordering new book bags for the Book Sales.
- Paying for new TVs for library
- Moving to Quarterly meetings
- Election of officers in May - Blanche and Floss on nominating committee
- Will plant flowers on Main Street - staff will maintain

#### **Commissioner's Report:**

- Report by Patty Turk, City Commissioner
- Kevin Myhre resigned his position as City Manager effective June 30.
- Study Commission - possible transition to a new form of Government, voting on Friday, May 13 at Civic Center at 11:00 a.m.
- Discussion regarding Buckskin Flats Sewer Project - \$500,000 grant currently available
- ROWL group is using City Property for their work rent-free - recycle 1 ton of plastic per month

### **Discussion with the Public**

- None

### **Continuing Business:**

- Montana Shared Catalog - Spring Meeting May 6th, KellyAnne attended online
- Author Dinner Logistics Confirmed
- Director Evaluation - executive session after meeting
- Strategic Plan - KellyAnne will do a rough draft based on comments so far

### ***Upcoming Events:***

- Author Dinner - Peter Stark at the Elks Club - May 18, 2016. (Tix available April 1)
- Summer Reading Program: June 7 – August 6, 2016

### **New Business:**

- Trustee Manual Discussion - Mary led discussion on sections reviewed. Evaluating the Board to be reviewed next meeting
- Election of Officers at June Meeting: Chair and Vice-Chair

### **Trustee Minute:**

- Mary showed the article in "Best of Times" about a Livingston librarian

**3:40 p.m. PM** Blanche moved to adjourn the meeting and Patty seconded. Meeting adjourned.

**NEXT REGULAR BOARD MEETING: Thursday, June 9 at 2:00 p.m. in the Upstairs Meeting Room.  
Respectively Submitted: KellyAnne Terry, Director**